

DDA 85-0060/5  
8 February 1985

MEMORANDUM FOR: Director of Central Intelligence  
FROM: Harry E. Fitzwater  
Deputy Director for Administration  
SUBJECT: Weekly Report for Period Ending 8 February 1985

DD/A REGISTRY

FILE: 100-15

1. Progress reports on tasks assigned by the DCI/DDCI:

None.

2. Items/events of interest:

a. On 1 February, the Agency's first Security Protective Officers training class graduated from an 8-week training course held at the Federal Law Enforcement Training Center (FLETC) in Glynco, Georgia. The DDA delivered the keynote address to the graduating class. It was reported that this class, containing the Security Protective Officers, received the highest average scores of any FLETC graduating class to date.

e. During the reporting period, personnel from the Office of Medical Services responded to an employee cardiac arrest and successfully resuscitated the individual. The employee was transferred to a local hospital where he is in the process of recovering.

f. Contributions to the Combined Federal Campaign now total \$361,376. This is \$376 over the Agency's 1985 goal of \$361,000.

g. On 1 February, the first phase of an applicant direct mail program was implemented and resume forms were sent to 18,500 graduate students who are majors in subjects of interest to the Agency. Student responses will be sent to our field recruitment offices where they will be reviewed and screened, and those selected for consideration will be handled in the same way as other applicants. If this program proves productive, we will contact up to 90,000 students by mail by April.

h. Representatives of the Office of Personnel visited the Pentagon to revitalize a program launched in the spring of 1983 to obtain information on officers about to leave the military service who are potential Career Trainee applicants. The Office of the Secretary of Defense considers the agreement still in force and has solicited our comments on the criteria originally furnished. A letter is currently being drafted by our Pentagon contact to the services requesting their renewed cooperation.

i. On 4 February, representatives of the Office of Information Services and the CIA Historian met with the Archivist of the United States and personnel from the National Archives and Records Service (NARS). The meeting was to plan for a systematic review program for CIA records of historical interest. The names of seven eminent historians throughout the United States were listed and three will be selected to come to Washington in March to discuss the proposed program. A report on this subject is due to Congress by 1 June 1985.

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m. During the reporting period, a representative from the Office of Data Processing, Consolidated SAFE Project Office, presented a SAFE briefing to Mr. Robert Surrrette, a new member of the House Permanent Select Committee on Intelligence.

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n. [ ] Office of Data Processing, has been assigned to work in the DCI area for sixty days. [ ] will demonstrate an enhanced version of the Executive Network (EXNET), which is a system in AIM, to Agency senior managers. He will also help establish AIM aliases, AIM models, and provide VM training for executive support personnel.

3. Significant activities anticipated during the coming week:

None.

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[ ]  
Harry E. Fitzwater

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ORIG:DA/PO [redacted];be(8 Feb 85) [redacted]

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